

Approved For Release 2005/11/21 : CIA-RDP70-00211R000700050020-6

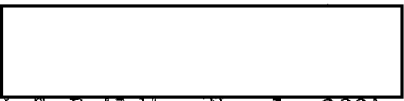
TO : Users of Agency Chain Envelopes, Form Numbers 1138 and 1138A

SUBJECT: Return to Supply Rooms of Surplus Agency Chain Envelopes

1. Have you an excess accumulation of Agency Chain Envelopes? There is a shortage of these envelopes in the supply system. Therefore, it will help others if you will return any surplus envelopes you may now have to your building supply room.

2. The stock level established for these envelopes was based on an assumption that excess accumulations would be returned to supply rooms. Your continued return of excess envelopes therefore will help us maintain an adequate stock for redistribution.

*Handout  
Material*

  
Acting Chief Building Supply Officer

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